

KS 22550 CASSETTE MAGNETIC TAPE
WITH SPECIAL INFORMATION TONES AND ANNOUNCEMENTS
SWITCHING, BILLING, AND CENTRAL OFFICE SYSTEMS MANAGEMENT
NETWORK SERVICES METHODS

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- 1.02** Whenever this section is reissued, the reason for reissue will be stated in this paragraph.
- 1.03** The title for each figure includes a number in parentheses which identifies the paragraph in which the figure is referenced.
- 1.04** Prerecorded cassettes used with the appropriate recording apparatus as described in Section 780-200-024 will permit a user, with a minimum of training, to transcribe an announcement onto an announcement system channel quickly and accurately.
- 1.05** Using prerecorded cassettes to provide recorded announcements eliminates problems such as switching equipment background noise and vocal errors which commonly occur during on-premise "LIVE" recording attempts. The need to locate a person with a suitable recording voice is also eliminated.

- 1.06** Since some recorded announcements are peculiar to *local* situations (special or emergency), not all announcements can be standard prerecordings. List numbers (cassettes) have been provided to accommodate these *local* requirements.
- 1.07** No attempt should be made to append announcement location codes, as listed in Section 780-200-022, to these prerecorded announcements. With the expanded deployment of common channel interoffice signaling (CCIS), location identification codes become less significant in trouble locating.

2. DESCRIPTION

PHYSICAL CONFIGURATION

- 2.01** The KS-22550 cassette is a one-channel, 2-track monaural audio cassette intended for playback at 1.875 inches per second (in/s) [4.76 centimeters second (cm/s)]. Identical program material is recorded on each side of the tape.
- 2.02** The following information appears on the cassette label.

Information

Comments

- (KS LIST NUMBER)
- (CONDITION ENCOUNTERED)
- (ISSUE DATE)
- (SUPPLIER'S NAME AND LOCATION)

- List number for each cassette. See Table A.
- See Table A for the condition in which each specific list number cassette will be used.
- Identifies the AT&T Issue Date of the announcement.
- Actual name of supplier, city, and state.

PROGRAM MATERIAL

- 2.03** This material serves to identify the cassette, provides instructional information to the OTC craft person in the transcription process, and also

provides the announcement to be transcribed. The program material recorded on the cassettes consists of the following:

Program Material

Description

- (a) Condition Encountered:
- (b) User Instructions:
- (c) 1000-Hz Reference Tone:

- Identifies type of announcement.
- Provides instructions to the OTC craft person in the use of the cassette.
- Used for establishing recording and transmission levels.

Program Material	Description
(d) Countdown:	Used by the OTC craft person for tape queueing.
(e) SIT:	Special Information Tones (SIT).
(f) Standard Announcement or Blank Tape	Standard Announcement, or blank tape for locally recording an announcement by the OTC craft person.

CONDITION ENCOUNTERED

2.04 This item identifies the type of announcement recorded on the cassette. It provides the user with an audible verification that the desired cassette was selected.

USER INSTRUCTIONS

2.05 User instructions are prerecorded on each cassette to provide helpful information to the OTC craft person regarding recording procedures. There are four types of user instructions to cover the four formats of cassettes that are available. The formats are described below.

(a) **SIT and Standard Announcement Format**—The majority of the cassette list numbers use this structural format. It provides a unique prerecorded SIT encoding associated with a particular type of prerecorded standard announcement. (See Fig. 1A and Table A.) The instruction format appears on the cassette as follows:

The next sound you hear will be a 1000-Hertz reference tone. The reference tone will be approximately 60 seconds in duration and will be followed by a 5, 4, 3, 2, 1 countdown, Special Information Tones, and a Standard Announcement. The countdown, Special Information Tones, and Standard Announcement are repeated five times. While listening to the countdown, press the pause button immediately after hearing the number 1. This will place the tape at the optimum position to dub the recording of the Special Information Tones and the associated Standard Announcement.

(b) **SIT and Locally Recorded Announcement Format**—This structural format provides a cassette with a prerecorded SIT encoding associated with a blank portion (60 seconds) of tape for locally recording a special announcement. (See

Fig. 1B and Table A.) The instruction format appears on the cassette as follows:

The next sound you hear will be a 1000-Hertz reference tone. The reference tone will be approximately 60 seconds in duration and will be followed by a 5, 4, 3, 2, 1 countdown, Special Information Tones, and a blank portion of tape for recording an announcement. The countdown, Special Information Tones, and a blank portion of tape are repeated five times. To properly position the tape for recording the announcement, press the pause button immediately after hearing the third Special Information Tone. The recorder should then be placed in the record mode to record the announcement. After the announcement has been recorded, rewind the tape and then play it forward. While listening to the 5, 4, 3, 2, 1 countdown, press the pause button immediately after hearing the number 1. This will place the tape at the optimum position to dub the recording of the Special Information Tones and announcement.

(c) **Standard Announcement ONLY (No SIT) Format**—This structural format provides a cassette with a prerecorded Standard Announcement **only**. No SIT is provided. At this time, only list number 121 is available in this format. (See Fig. 1C and Table A.) The instruction format appears on the cassette as follows:

The next sound you hear will be a 1000-Hertz reference tone. The reference tone will be approximately 60 seconds in duration and will be followed by a 5, 4, 3, 2, 1 countdown and a Standard Announcement. The countdown and the Standard Announcement are repeated five times. While listening to the countdown, press the pause button immediately after hearing the number 1. This will place the tape at the optimum position to dub the recording of the Standard Announcement.

(d) Locally Recorded Announcement ONLY (No SIT)

Format—This structural format provides a cassette with a blank portion (60 seconds) of tape for locally recording a special announcement with no associated SIT. At this time, only list number 122 is available in this format. (See Fig. 1D and Table A.) The instruction format appears on the cassette as follows:

The next sound you hear will be a 1000-Hertz reference tone. The reference tone will be approximately 60 seconds in duration and will be followed by a 5, 4, 3, 2, 1 countdown and a blank portion of tape for recording an announcement. The countdown and blank portion of tape are repeated five times. While listening to the countdown, press the pause button immediately after hearing the number 1. This will place the tape at the optimum position for recording the announcement. The recorder should then be placed in the record mode to record the announcement. After the announcement has been recorded, rewind the tape and then play it forward. While listening to the 5, 4, 3, 2, 1 countdown, press the pause button immediately after hearing the number 1. This will place the tape at the optimum position to dub the recording of the announcement.

REFERENCE TONE

2.06 The 1000-Hz reference tone is used to set the audio output level of the cassette recorder reproducer during the transcription process and also to set the transmission output level of the announcement system.

COUNTDOWN

2.07 To prevent announcement lag or clipping, the 5, 4, 3, 2, 1 countdown is used to synchronize the starting of the SIT and/or announcement portion of the cassette tape with the beginning of the recording time interval of the announcement system.

SPECIAL INFORMATION TONE (SIT)

2.08 Telephone calls terminating in an announcement are presently not machine distinguishable from completed calls that have live voice answer. To make such terminations machine distinguishable, the Special Information Tone (SIT) has been adopted for announcement encoding.

2.09 The SIT portion of the cassette program material contains a sequence of three precise tones with ascending frequencies. The nominal frequencies

and durations of these tones and the separation between the tones are shown in Figures 2A through 2D.

2.10 The purpose of these tones is to communicate automatic detection and analysis of call disposition information to the automatic service evaluation equipment.

2.11 Initially, there are four groups of (SIT) tones as shown in Figures 2A through 2D, which uniquely identify each of the four categories of announcements to the automatic service evaluation equipment. The four categories are as follows:

- Intercept (IC)
- Vacant code (VC)
- No circuit (NC)
- Reorder (RO).

STANDARD ANNOUNCEMENT OR BLANK TAPE

2.12 The standard announcement or blank tape portion of the program material contains either a prerecorded standard announcement or a blank portion of tape for use by the OTC craft person to locally record a special announcement. The specific words prerecorded on the Standard Announcements are shown in Table A.

2.13 Table A provides a cross-reference to the following related items:

- Individual cassette list numbers
- Cassette tape format
- Condition encountered
- User instructions
- SITs
- Announcements.

3. LIST NUMBERS

3.01 Each cassette has been assigned a list number for identification and ordering purposes. All available list numbers are shown in Table A. Cassettes may be ordered individually per list number, or in kit form consisting of one each of all available list numbers. The kit is identified as list number 160. The list numbers are associated with the four groups of SITs in the following manner:

<u>List No.</u>	<u>Cassette Description</u>
1 — 4	Prerecorded SIT and Standard Intercept Announcement
5 — 29 (Reserved)	
30	Prerecorded SIT and locally recorded Special Intercept Announcement
31 — 39	Prerecorded SIT and Standard Vacant Code Announcement
40 — 59 (Reserved)	
60	Prerecorded SIT and locally recorded Special Vacant Code Announcement
61 — 63	Prerecorded SIT and Standard No Circuit Announcement
64 — 89 (Reserved)	
90	Prerecorded SIT and locally recorded Special No Circuit or X-Type Announcement
91 — 93	Prerecorded SIT and Standard Reorder Announcement
94 — 119 (Reserved)	
120	Prerecorded SIT and locally recorded Special Reorder Announcement
121 & 122	Prerecorded or locally recorded announcements with no SIT
123 — 150 (Reserved)	
160	Kit consisting of one (1) of each cassette of every assigned list number

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3.02 A recording interface kit (KS 22566) is available for transporting and storing cassettes. See Section 780-200-024 for detailed information.

4. LOCAL CUSTOMIZED ANNOUNCEMENTS

4.01 In the event a local emergency or special situation should occur that would require a customized announcement, the local OTC must fulfill that need expeditiously. Cassette list numbers 30, 60, 90, 120 and 122 have been designed to accommodate these needs.

4.02 The customized local announcements should be recorded in a quiet area, using a cassette recorder/reproducer as described in Section 780-200-024.

4.03 The craft person designated to produce the customized announcement should refer to the instruction manual provided with the cassette recorder/reproducer to become familiar with the recording procedures, prior to attempting to record an announcement onto a cassette.

4.04 Some announcement systems have very precise time intervals in which to record an announcement (eg, J1A058 announcement frame). When recording an announcement for this type of system, it is recommended that a stopwatch or other accurate timing device be used to ensure proper **FIT**.

4.05 Precautions must be taken to: (a) avoid the possibility of **erasing** the **prerecorded** program material and to (b) properly position the announcement on the tape when recording an announcement onto a cassette.

4.06 The following list numbers follow the tape format shown in Fig. 1B and are designed to provide SITs and a blank space to record local OTC customized announcements.

LIST NUMBER	SIT GROUP
30	Intercept
60	Vacant code
90	No circuit
120	Reorder

4.07 The cassette list numbers listed above allow the user to place the desired announcement

immediately adjacent to the proper SIT and also provide the user with helpful tools (reference tone, user's instructions, and countdown) to assist in the proper transcription of the announcement.

4.08 Cassette list number 122 follows the tape format shown in Fig. 1D and is designed to allow the OTC craft person to record locally customized announcements that do not require SIT. The announcement should be recorded immediately adjacent to the countdown.

LOCAL CUSTOMIZED ANNOUNCEMENT RECORDING PROCEDURES

4.09 After the user becomes familiar with the cassette recorder/reproducer instructions, the appropriate tape format, and the announcement system, and after the following procedures have been thoroughly studied and understood, the recording process should precede as follows:

- (a) Place the desired cassette into the recorder/reproducer and play through the **user's instructions**. Listen carefully to the **user's instructions**.
- (b) When using cassette list number 30, 60, 90, or 120, operate the **PAUSE** control immediately upon hearing the final (3rd) SIT. For cassette list number 122, operate the **PAUSE** control immediately upon hearing the digit 1 of the 5, 4, 3, 2, 1 countdown.
- (c) Place the recorder/reproducer in the **RECORD** mode.
- (d) Release the **PAUSE** control and immediately begin dictating desired announcement.

Note: It is recommended that a separate microphone be used rather than a built-in microphone, which exists in some recorder/reproducers.

- (e) Operate the **STOP** control immediately upon completion of the dictated announcement.
- (f) Rewind the tape to the original position at the start of the recording session.
- (g) Play the tape forward and evaluate the overall audio quality of the announcement. Ensure

that No SITs (list No. 30, 60, 90, 120) or countdown numbers (list 122) have been accidentally erased.

4.10 Each special announcement cassette has five identical segments of tape on which to record an announcement. Each segment contains SITs and countdown numbers (dependent upon list number) plus the blank area for the special announcement message. This design provides for up to four areas (segments) for retries, should the SIT/countdown numbers be accidentally erased in a particular segment(s). The possibility of accidental erasures are unlikely if the recording procedures are followed (see paragraph 4.09).

ANNOUNCEMENT LENGTH

4.11 Approximately one minute of blank tape is provided between each SIT/countdown number segment. This one-minute time span should be

sufficient for any special recording requirement. The announcement time length capability of the announcement system to be used must be known prior to recording the announcement message onto the cassette, to assure a proper fit.

SPECIAL ANNOUNCEMENT AUDIO LEVEL

4.12 When making a special recording, the objective is to record the announcement so that during playback of the cassette, the audio level of the announcement and the audio level of the 1000-Hz reference tone sound approximately the same.

4.13 Some cassette recorder/reproducers have calibrated VU meters, others have a safe range indicator. When a recorder/reproducer with either of these features is used, the audio level of the speech and the audio level of the 1000-Hz reference tone should appear in the same ranges.

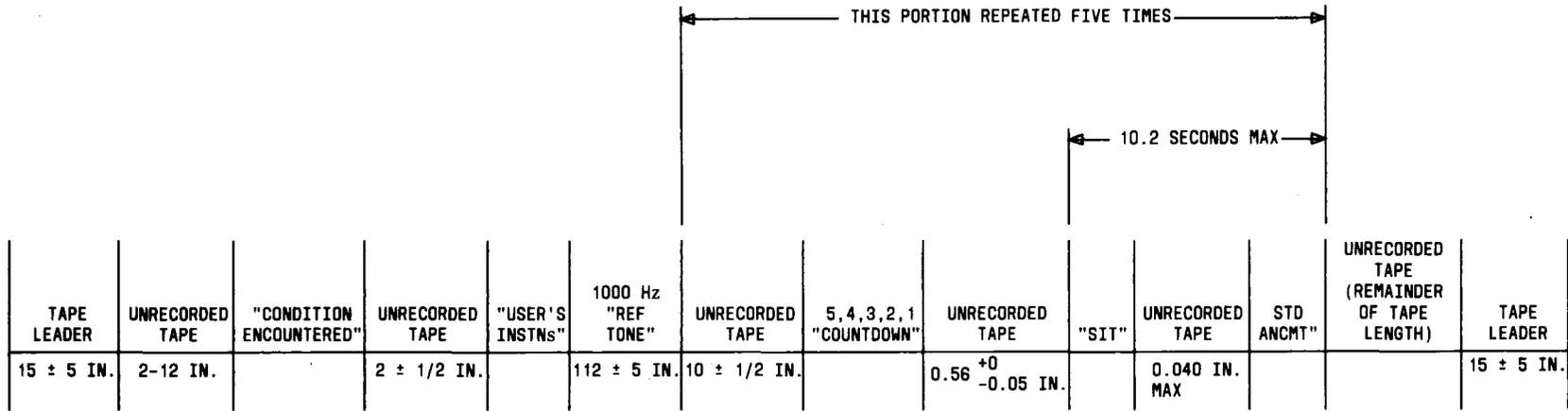


Fig. 1A—Tape Format for SIT and Standard Announcement Cassette (2.05)

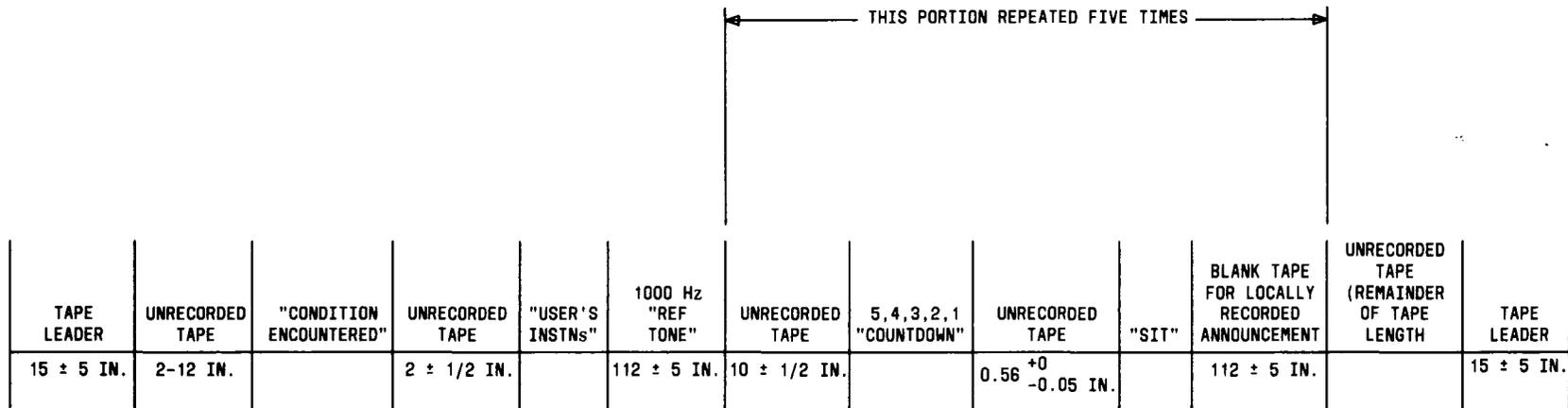


Fig. 1B—Tape Format for SIT and Locally Recorded Announcement Cassette (2.05) (4.06)

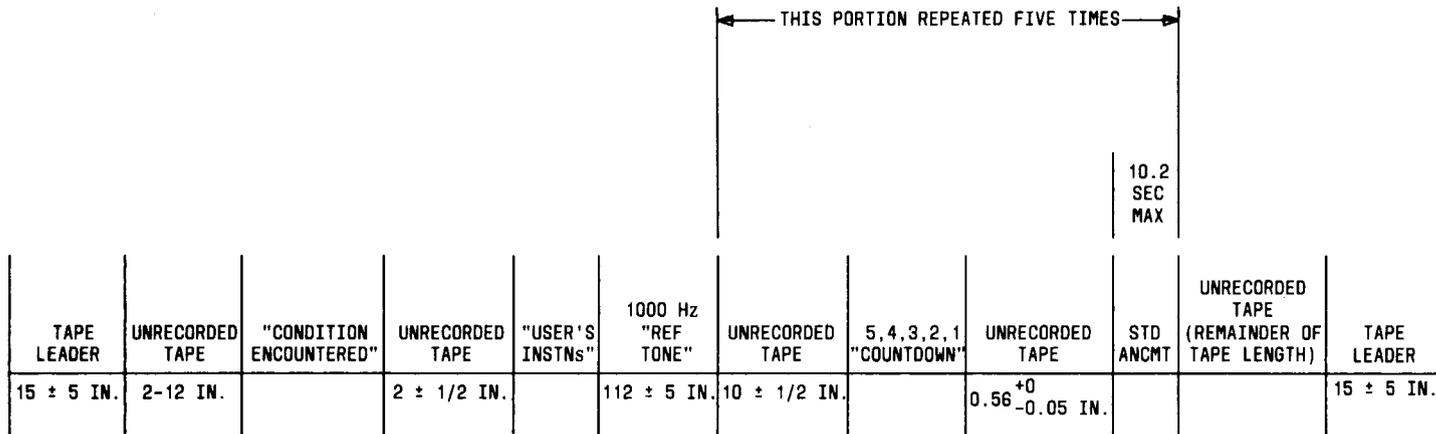


Fig. 1C—Tape Format for Standard Announcement Only (no SIT) Cassette (2.05)

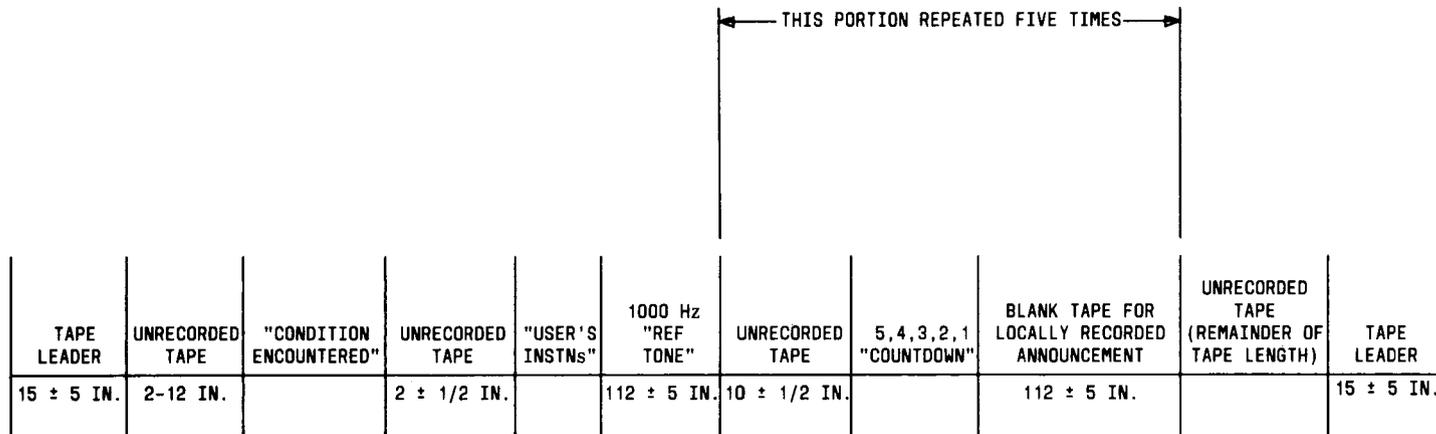


Fig. 1D—Tape Format for Locally Recorded Announcement Only (no SIT) Cassette (2.05) (4.08)

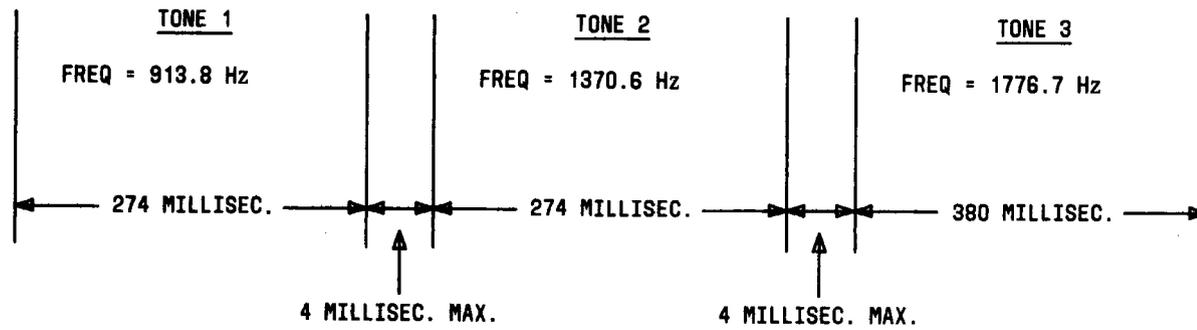


Fig. 2A—SIT Associated with "Intercept" Announcement Cassettes, Lists 1 through 30
(2.09) (2.11)

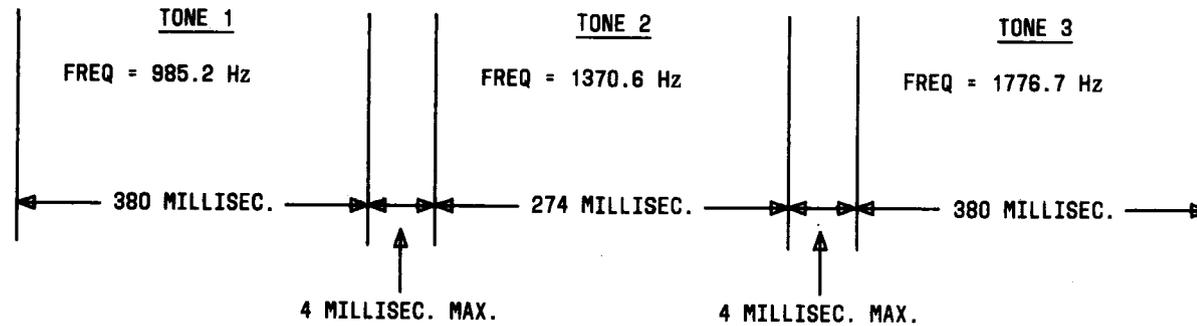


Fig. 2B—SIT Associated with "Vacant Code" Announcement Cassettes, Lists 31 through 60
(2.09) (2.11)

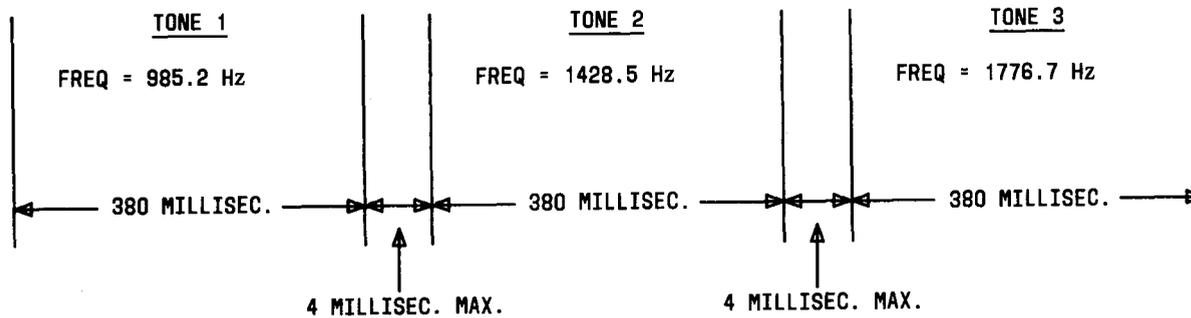


Fig. 2C—SIT Associated with "No Circuit" Announcement Cassettes, Lists 61 through 90
 (2.09) (2.11)

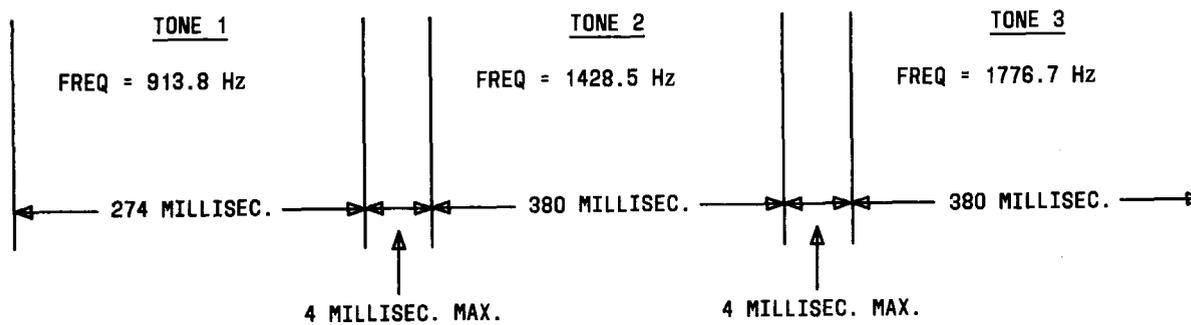


Fig. 2D—SIT Associated with "Recorder" Announcement Cassettes, Lists 91 through 120
 (2.09) (2.11)

TABLE A (Contd)

SIT AND ASSOCIATED ANNOUNCEMENTS

SIT AND VACANT CODE (VC) ANNOUNCEMENTS					
KS-22550 LIST NO.	TAPE FORMAT FIG. NO.	CONDITION ENCOUNTERED	USER'S INSTNs PARAGRAPH	SIT FIG. NO.	STANDARD ANNOUNCEMENT
31	1A	Access code error, not necessary to dial "1" announcement	2.05 a	2B	We're sorry, it is not necessary to dial a "1" when calling this number. Will you please hang up and try your call again.
32	1A	Access code error, not necessary to dial "0" announcement	2.05 a	2B	We're sorry, it is not necessary to dial "0" when calling this number. Will you please hang up and try your call again.
33	1A	Access code not dialed, must dial "1" announcement	2.05 a	2B	We're sorry, you must first dial a "1" when calling this number. Will you please hang up and try your call again.
34	1A	Access code not dialed, must dial "0" announcement	2.05 a	2B	We're sorry, you must first dial a "0" when calling this number. Will you please hang up and try your call again.
35	1A	Coinless public phone or screened line access error announcement	2.05 a	2B	We're sorry, your call cannot be completed as dialed from the phone you are using. Please read the instruction card or call your operator to help you.

TABLE A (Contd)

SIT AND ASSOCIATED ANNOUNCEMENTS

SIT AND REORDER (RO) ANNOUNCEMENTS					
KS-22550 LIST NO.	TAPE FORMAT FIG. NO.	CONDITION ENCOUNTERED	USER'S INSTNs PARAGRAPH	SIT FIG. NO.	STANDARD ANNOUNCEMENT
91	1A	Switching path busy, partial digits or TSPS queue denied announce- ment	2.05 a	2D	We're sorry, your call did not go through. Will you please try your call again.
92	1A	Speed calling list full announcement	2.05 a	2D	We're sorry, additional speed calling numbers can- not be entered at this time. Will you try again later, please.
93	1A	Custom calling list full announcement	2.05 a	2D	We're sorry, we cannot pro- cess your custom calling request at this time. Will you try again later, please.
94 - 119 RESERVED FOR FUTURE USE					
120	1B	Reorder locally recorded special announcement	2.05 b	2D	(Blank tape - announcement to be recorded locally following SIT.)

TABLE A (Contd)
SIT AND ASSOCIATED ANNOUNCEMENTS

NO SIT ANNOUNCEMENTS					
KS-22550 LIST NO.	TAPE FORMAT FIG. NO.	CONDITION ENCOUNTERED	USER'S INSTNs PARAGRAPH	SIT FIG. NO.	STANDARD ANNOUNCEMENT
121	1C	Receiver off-hook announcement	2.05 c	None	If you'd like to make a call, please hang up and try again. If you need help, hang up and then dial your operator.
122	1D	Deposit required for overtime announcement	2.05 d	None	(Blank tape - announcement to be recorded locally.)
123 - 150		RESERVED FOR FUTURE USE			